

# **QUEENSBOROUGH COMMUNITY COLLEGE**

THE CITY UNIVERSITY OF NEW YORK  
Committee on Course & Standing

Minutes for meeting held on March 03, 2006

The Committee on Course and Standing met on Friday, March 03, 2006  
At 9:15 a.m. in the Counseling Department Conference Room # L 428.

Those in attendance were as follows:

**Prof. Anne Marie Menendez, Chairperson Nursing Dept,**

Dr. Moni Chauhan, Chemistry, Prof. E. Raya, Foreign Language, Dr. David Sarno,  
Chemistry. Dr. Roland Scal, Biology Department, Ms. Gina Capozzoli, Counseling,  
Dr. Bonous-Smit, Library. Dr. Jilani Warsi, Basic Skills

Administration Representatives: Ms. Florence Farrat, Assistant Registrar.

Committee Secretary: Meera Chowdhry

Excused:

Dr. Paul Marches, Physics Department.

Discussions:

The CCS discussed letters sent to students on probation from the Counseling Department and the registrar. Ms Gina Capozzoli agreed to work with the registrar to format letters to avoid duplication of information sent to students. Many dates and times have been set up by the counseling department to reach these students. It was recommended that students be given a paper copy of their transcripts at these meetings to facilitate their understanding of grading policies.

A total of 58 students' appeals were reviewed for the following:

	<b>Total Appeals</b>	<b>Approved</b>	<b>Denied</b>	<b>Conditional Approval</b>	<b>No Jurisdiction</b>
Retroactive Withdrawals	54	42	8	3	1
Late Withdrawals					
Medical Withdrawal	2	2	0	0	0
Continued Probation					
Deletions	2	2			

The Committee is schedule to meet again on Friday, April 07, 2006 to review withdrawals